

**EFFECTIVE**

March 1, 2004.

**SUBJECT**

Independent Living Services (ILS) and Home Help Services Policy changes.

**Note:** All of the policy changes in this bulletin must be applied to any new case opening on or after March 1, 2004, and to any ongoing cases as of June 1, 2004.

**PURPOSE**

This bulletin identifies the ILS home help services policy changes for:

- eligibility,
- instrumental activities of daily living (IADL) maximums,
- redetermination requirements,
- expanded definition of medical professional for the Medical Needs form (FIA-54A),
- clarification of agency and fiscal intermediary definitions.

**INDEPENDENT  
LIVING SERVICES  
(ILS)****Activities of  
Daily Living  
(ADL) Eligibility**

**The home help service eligibility for payment changes are as follows:**

- Customers must require assistance with at least one qualified Activity of Daily Living (ADL) in order to be eligible for any home help service. A qualifying ADL (functionally assessed at level 3 or greater) would include any of the following:
  - an ADL functional need authorized by the FIA worker, or
  - an ADL functional need accomplished by equipment or assistive technology and documented by the FIA worker, or

- an ADL functional need performed by another person and requiring no reimbursement, or
- a request authorized as necessary through an exception made by the Department of Community Health, Long Term Care Systems Development Section.

Once an ADL has been determined to qualify, the customer is then eligible for any authorized ADL or Independent Activity of Daily Living (IADL) service.

### **Medical Needs (FIA-54A)**

#### **The Medical Needs (FIA-54A) changes are as follows:**

- The Medical Needs (FIA-54A) form may now be signed by any of the following **Medicaid enrolled** providers:
  - Physician
  - Nurse Practitioner
  - Physical Therapist
  - Occupational Therapist
- The FIA-54A must have the provider's Medicaid identification number on it to be valid.
- The FIA-54A must be completed annually at redetermination.

### **Instrumental Activities of Daily Living (IADL)**

#### **The Instrumental Activities of Daily Living (IADL's) are changed as follows:**

There are now monthly maximum limits on IADL's. There is also a new definition for shopping. These new limitations will take effect for an individual customer at the earlier of the next review/redetermination or June 1, 2004.

- 5 hours/month for shopping for food and other necessities of daily living
- 6 hours/month for housework
- 7 hours/month for laundry

- 25 hours/month for meal preparation

These are maximums; as always, if the customer needs fewer hours, that is what must be authorized. Hours should continue to be prorated in shared living arrangements.

### **Provider Agency Definition and Rates**

Only those providers who meet the criteria for an agency should be considered for an agency hourly rate. A home help provider is considered an agency when the following criteria are met:

- A Medicaid enrolled Home Health agency, **OR**
- Has incorporated status in the state of Michigan, **and**
- Has or has applied for a tax identification number, **and**
- Employs or has subcontracts with 2 or more persons to provide home help services.

**Note:** Rates continue to be frozen at the June 1, 2003 level.

### **Fiscal Intermediary**

FIA is prohibited from making direct payments to a Fiscal Intermediary. If a provider does not meet the criteria of an agency provider, **and** does not provide the service directly as an individual provider, by default they are a Fiscal Intermediary.

### **ONLINE MANUALS**

Online Manual pages will be updated in the April, 2004 release.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**